



SACHI A. HAMAI
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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April 21, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for Santa Clarita Valley Facilities Foundation; Southeast Local Educational Authority, Joint Powers Authority; Agricultural Commissioner/Weights and Measures; Los Angeles County Department of Military and Veterans Affairs; and Three Valleys Municipal Water District to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

New Agencies:

Santa Clarita Valley Facilities Foundation

- This is a nonprofit public benefit corporation. The Agency has adopted by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as its Conflict of Interest Code and has specifically patterned its disclosure categories after the County's Model Code disclosure categories.
- The agency has designated the following positions as code filers: *Board of Directors and Consultants*.

Southeast Local Educational Authority, Joint Powers Authority (AKA Southeast Cities Schools Coalition)

- This is a Joint Powers Authority. The Agency has adopted by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as it's Conflict of Interest Code and has specifically patterned its disclosure categories after the County's Model Code disclosure categories.
- The authority has designated the following positions as code filers: *Board of Directors, Chief Executive Officer, Treasurer, General Counsel, and Consultants.*

Substantive Changes:

Agricultural Commissioner/Weights and Measures

- Changes the title of one (1) position.

Los Angeles County Department of Military and Veterans Affairs

- Modifies the Incorporation Page to reflect the position that will file directly with the Board Executive Office.
- Changes the title of one (1) position

Three Valleys Municipal Water District

- Modifies the Incorporation Page to reflect those positions that will file directly with the Board Executive Office.
- Changes the title of four (4) positions.
- Adds: *Chief Finance Officer; Conservation & Resource Analyst; Senior Financial Analyst; Project Engineer; and Engineer/Assistant Engineer* to the code.

The Honorable Board of Supervisors
April 21, 2009
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IMPACT ON CURRENT SERVICES

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,


Sachi A. Hamai
Executive Officer

SAH:DG:kw

Attachments (5)

c: Chief Executive Officer
County Counsel

**CONFLICT OF INTEREST CODE
OF THE
SANTA CLARITA VALLEY FACILITIES FOUNDATION**

**Incorporation of FPPC Regulation 18730
Title 2, California Code of Regulations Section 18730
By Reference**

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

Therefore, the terms of Title 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. The disclosure categories used by the Santa Clarita Valley Facilities Foundation are attached to this Code in the Appendix -1. The list of designated positions, and the economic disclosure assigned to each position, within the Santa Clarita Valley Facilities Foundation is set forth in Appendix-2.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a Statement of Economic Interests shall file their Statements with the Secretary of the Santa Clarita Valley Facilities Foundation, or his or her designee. The Santa Clarita Valley Facilities Foundation shall make and retain a copy of all Statements filed by its Board of Directors, and forward the originals of such Statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The Santa Clarita Valley Facilities Foundation shall retain the originals of the Statements of Economic Interests for all other Designated Positions named in this Conflict of Interest Code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

APPENDIX-1 DISCLOSURE CATEGORIES

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction of the Santa Clarita Valley Facilities foundation and the William S. Hart Union High School District (collectively "Agencies"). Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the Agencies.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the Agencies and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the Agencies.

APPENDIX-2
CATEGORIES OF DISCLOSURE BY DESIGNATED PERSONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	1, 2, 3
Consultant	5

EFFECTIVE:

Conflict of Interest Code
Of the

**SOUTHEAST LOCAL EDUCATIONAL AUTHORITY
(AKA SOUTHEAST CITIES SCHOOLS COALITION)**

**Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference**

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, is hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency's *General Counsel*. The agency shall make and retain a copy of all statements filed by the *Board of Directors* and the *Chief Executive Officer* and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

Conflict of Interest Code
Of the

**SOUTHEAST LOCAL EDUCATIONAL AUTHORITY
(AKA SOUTHEAST CITIES SCHOOLS COALITION)**

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendations or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

Conflict of Interest Code
Of the

**SOUTHEAST LOCAL EDUCATIONAL AUTHORITY
(AKA SOUTHEAST CITIES SCHOOLS COALITION)**

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board of Directors	1, 2, 3
Chief Executive Officer	1, 2, 3
Treasurer	1, 2, 3
General Counsel	1, 2, 3
Consultants	5

EFFECTIVE:

Conflict of Interest Code
of the

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the department head; or his or her designee. The department shall make and retain a copy of all statements filed by its Agricultural Commissioner/Director of Weights & Measures and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The department shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Persons in this category shall disclose all investments and business positions in and income from the production, brokerage, processing or marketing of fruit, nut, vegetable, forage, seed, field, nursery, egg, and, honey corps; and/or from the manufacture, sale, advising for use, or use of any pesticide, repellant, or control device for commercial or agricultural use; and/or from the clearing of rubbish, debris, brush, weeds, and other fire or health hazards from vacant lots.

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all investments and business positions in and/or income from businesses:

- A. Using any weighing or measuring (liquid, linear, count, time) device for commercial purposes.
- B. Engaged in adjusting, servicing, repairing, or installing commercial weighing or measuring (liquid, linear, count, time) devices.
- C. Engaged in the packaging, distribution, or labeling of any commodity for sale, which falls under the jurisdiction of the Business and Professions Code of California pertaining to weights and petroleum products.

CATEGORY 7

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

AGRICULTURAL COMMISSIONER/WEIGHTS AND MEASURES

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Agricultural Commissioner/Director of Weights & Measures	1, 2, 3
Chief Deputy, Agricultural Commissioner/Weights & Measures	1, 2, 3
Chief, Administrative Services	1, 2, 3
Deputy Director, Agricultural Commissioner/Weights & Measures	1, 2, 3
Deputy Agricultural Commissioner/Sealer	1, 4
Information Systems Supervisor I	4
Financial Specialist III	1, 4
Administrative Assistant III	4
Staff Assistant III	4
Chief, Environmental Toxicology	4
Agricultural/Weights and Measures Inspector I, II, III	5, 6
Consultant	7

EFFECTIVE:

Conflict of Interest Code
of the

MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Department Head, or Director and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF
EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Department Head	1, 2, 3
Supervisor, Veterans Services	1, 2, 3
Supervisor, Patriotic Hall	1, 2, 3
Administrative Assistant III, Financial Management	2, 3
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

THREE VALLEYS MUNICIPAL WATER DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Directors and General Manager/Chief Engineer and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

THREE VALLEYS MUNICIPAL WATER DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

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CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

THREE VALLEYS MUNICIPAL WATER DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director	1, 2, 3
General Manager/Chief Engineer	1, 2, 3
Assistant General Manager, Administration	1, 2, 3
Chief Finance Officer	1, 2, 3
Administrative & Facilities Analyst	4
Conservation & Resource Analyst	4
Senior Financial Analyst	4
Assistant General Manager, Engineering & Operations	1, 2, 3
Project Engineer	4
Engineer/Assistant Engineer	4
Water Operations Manager	4
Operations Supervisor	4
Consultant	5

EFFECTIVE: